



**DOWNTOWN HALIFAX BUSINESS COMMISSION  
2022 ANNUAL GENERAL MEETING  
JUNE 23, 2022  
8:30 AM – 10:00 AM**

**AGENDA**

- 8:45 AM Welcome (Christian Rankin, Chair)
- Approval of 2021 AGM Minutes (Christian Rankin, Chair)
- Presentation of 2021-2022 Financial Report (Laura Taylor, Lyle Tilley Davidson – Auditors)
- Nominations to the Board of Directors (Erin Esiyok-Prime, Nomination Committee Chair)
- Neptune Theatre Performance
- State of the Downtown Report from the Chief Executive Officer (Paul MacKinnon)
- Halifax Circus Performance
- 10:00 AM Adjournment

**DOWNTOWN HALIFAX BUSINESS COMMISSION  
ANNUAL GENERAL MEETING  
June 23, 2021  
Zoom Webinar**

**Minutes**

**Present**

<b>Board of Directors</b>	<b>Members/Invited Guests</b>	<b>Staff</b>
Issmat Al-Akhali	Giacomo Bruno, Ambassatours Gray Line	Lauren Andrews
Marilisa Benigno	Shauna MacLeod, Art1274 Hollis	Kimberly Dossett
Erin Esiyok-Prime	Tim Rissesco, Downtown Dartmouth Business Commission	Ivy Ho
Sarah Flynn	Emily MacNeill-Liot, Events East Group	Eric Jonsson
Matt Martel	Glenna Thornhill, Halifax Harbour Tours Limited	Allana MacDonald Mills
Nathalie Morin	Cindi MacNeill, Halifax Port Authority	Paul MacKinnon
Sanjeev Pushkarna	Tracy Gates, Hampton Inn & Homewood Suites	Nate Taylor
Christian Rankin	Scott Sheffield, Halifax Regional Municipality	
Jeff Ransome	Rachael Noah, Insight Optometry	
Gordon Whittaker	Jenny Nodelman, Maritime Museum of the Atlantic	
	Glenn Bowie, New Castle Hotels (Westin NovaScotian)	
	Krista Lingley, Parks Canada - Mainland NS	
	Rebecca Bruce, Port of Halifax	
	Melissa Carey, RCR Hospitality Group/Restaurants	
	Ryan Stachejczuk, Residence Inn by Marriott Halifax Downtown	
	Blaise Morrison, The Armour Group Limited	
	Karen Spaulding, The Carleton	
	Ashwin Kutty, WeUsThem Inc.	

**Welcome** – The Downtown Halifax Business Commission (DHBC) Board of Directors Chair, Gordon Whittaker, welcomed the attendees to the AGM.

**Approval of the 2020 Annual General Meeting Minutes** – Moved by Jeff Ransome and seconded by Sanjeev Pushkarna.

**Financial Report** – Graham Sweett, Auditor, Lyle Tilley Davidson, presented the audited statements for the fiscal year ending March 31, 2021. Mr. Sweett stated that the financials are a fair representation of DHBC’s activities. The Board of Directors meets monthly and compares actual revenue and expenditures to budget to stay on target. Audited statements are available at DHBC’s office for anyone interested in obtaining a copy.

**Nominations to the Board** – Erin Esiyok-Prime, Nominating Committee Chair, presented the Nominating Committee report. Ms. Esiyok-Prime thanked departing Board Members Sarah Flynn (Sarah Flynn Consulting), Wendy Friedman (Biscuit General Store), and Pino Pagnottella (Sterling Properties), for their time. Ms. Esiyok-Prime stated that DHBC strives to assemble a Board of Directors that is reflective of the membership, as well as one that is diverse in terms of skills. Each Board of Directors Member is asked to participate in one of our Action Teams and Committees.

Prospective new Board Members, who allowed their name to stand for election are the following: Marilisa Benigno (Benigno Group of Companies) – 2<sup>nd</sup> term, Nathalie Morin (Rousseau Chocolatier) – 2<sup>nd</sup> term, Christian Rankin (Obladee/Wanderlust Media) – 2<sup>nd</sup> term, Melissa Carey (RCR Hospitality Group), Ashwin Kutty (WeUsThem), Blaise Morrison (Armour Group). Ms. Esiyok-Prime called for nominations from the floor three times. Moved by Erin Esiyok-Prime and seconded by Sarah Flynn.

**Approval of Proposed DHBC By-Law Amendments** – Christian Rankin, Governance Committee Chair, presented the Governance Committee report outlining the recommended changes to the bylaws. The recommended changes included updated language to have more clarity, and be more modern, consistent, and inclusive. Moved by Christian Rankin and seconded by Jeff Ransome.

**Chief Executive Officer Report** – In response to the pandemic in 2020, DHBC revised the 2019-2022 three-year strategic plan and the role DHBC would play in the economic recovery for its members, the city, and the province. DHBC launched new programs and initiatives within the strategic plan objectives to assist members. The priorities of the 2019-2022 strategic plan include urban mobility, good development, placemaking, DHBC leadership, and member services. Paul MacKinnon presented an overview of the programs and initiatives undertaken in 2020-2021.

During the winter, the Board of Directors – recognizing the ongoing challenge of the Covid-19 pandemic and the need for the organization to be very focused – took the extraordinary step of suspending the third year of the strategic plan, and created a one-year Recovery Action Plan. The Downtown Recovery Action Plan has two objectives: business prosperity and downtown vibrancy. All DHBC programs and initiatives in the 2021-2022 fiscal will be considered through these lenses. Mr. MacKinnon finished by thanking DHBC staff.

Mr. Whittaker thanked Mr. MacKinnon and DHBC for all the hard work.

Meeting Adjourned

**DOWNTOWN HALIFAX BUSINESS COMMISSION**  
**Financial Statements**  
**Year Ended March 31, 2022**

**DOWNTOWN HALIFAX BUSINESS COMMISSION**  
**Index to Financial Statements**  
**Year Ended March 31, 2022**

---

	Page
<b>INDEPENDENT AUDITOR'S REPORT</b>	1 - 2
<b>FINANCIAL STATEMENTS</b>	
Statement of Financial Position	3
Statement of Revenues and Expenditures	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 11
Schedule of Expenditures ( <i>Schedule 1</i> )	12
Funds Received from Halifax Regional Municipality ( <i>Schedule 2</i> )	13

**LYLE TILLEY DAVIDSON**  
Chartered Professional Accountants

---

---

**INDEPENDENT AUDITOR'S REPORT**

---

To the Members of Downtown Halifax Business Commission

*Opinion*

We have audited the financial statements of Downtown Halifax Business Commission (the "Commission"), which comprise the statement of financial position as at March 31, 2022, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Commission as at March 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

*Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Commission in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

*Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Commission's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Commission or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Commission's financial reporting process.

*(continues)*

*Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Commission's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Commission to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Halifax, Nova Scotia  
June 15, 2022

CHARTERED PROFESSIONAL ACCOUNTANTS

**DOWNTOWN HALIFAX BUSINESS COMMISSION**

**Statement of Financial Position**

**March 31, 2022**

	2022	2021
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 786,488	\$ 540,114
Term deposits (Note 4)	350,000	606,058
Accounts receivable	48,097	54,255
Harmonized sales tax receivable	9,979	23,614
Prepaid expenses	46,757	33,910
	<u>1,241,321</u>	1,257,951
<b>CAPITAL ASSETS (Note 5)</b>	<u>35,069</u>	52,783
	<u>\$ 1,276,390</u>	<u>\$ 1,310,734</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 84,617	\$ 202,193
Deferred revenue (Note 6)	571,373	572,979
	<u>655,990</u>	775,172
<b>NET ASSETS</b>		
Unrestricted net assets	554,405	454,305
Internally restricted net assets (Note 7)	30,926	28,474
Invested in capital assets	35,069	52,783
	<u>620,400</u>	535,562
	<u>\$ 1,276,390</u>	<u>\$ 1,310,734</u>

**LEASE COMMITMENTS (Note 9)**

**ON BEHALF OF THE BOARD**

\_\_\_\_\_ Director

\_\_\_\_\_ Director

**DOWNTOWN HALIFAX BUSINESS COMMISSION**

**Statement of Revenues and Expenditures**

**Year Ended March 31, 2022**

	Budget 2022	Total 2022	Total 2021
<b>REVENUES</b>			
Membership levy ( <i>Schedule 2</i> )	\$ 1,320,895	\$ 1,320,895	\$ 1,315,435
Advocacy	124,418	177,362	139,628
Placemaking	193,776	282,921	88,536
Communications and marketing	3,155	13,540	97,549
Membership engagement	-	2,353	828
Administration ( <i>Notes 5, 8</i> )	18,575	47,036	34,914
Allowance for membership assessment appeals ( <i>Schedule 2</i> )	(30,381)	(13,187)	(3,244)
	<u>1,630,438</u>	<u>1,830,920</u>	<u>1,673,646</u>
<b>EXPENDITURES</b>			
Advocacy			
Halifax Regional Municipality advocacy	50,994	41,392	40,928
National urban strategy	10,000	-	23,000
Navigator street outreach	145,418	193,862	139,753
Provincial advocacy	27,203	47,573	35,994
Placemaking			
Cleanliness	118,876	107,721	75,633
Placemaking initiatives	320,913	362,227	136,374
Planning	-	-	-
Communications and marketing			
DHBC events	19,610	14,133	13,487
Event sponsorships	59,000	49,361	47,081
Partnerships	43,000	38,719	5,065
Programming and branding/campaigns	259,253	222,432	410,545
Website	4,000	557	3,746
Membership engagement			
Member communications	12,300	11,551	16,022
Member meetings	72,570	20,730	38,613
Administration			
Amortization	19,697	19,697	20,937
Office operations	166,948	200,644	138,423
Professional development/relationships	28,455	18,220	14,328
Wages and benefits	468,837	397,263	432,779
	<u>1,827,074</u>	<u>1,746,082</u>	<u>1,592,708</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	\$ (196,636)	\$ 84,838	\$ 80,938

**DOWNTOWN HALIFAX BUSINESS COMMISSION**

**Statement of Changes in Net Assets**

**Year Ended March 31, 2022**

	Unrestricted Net Assets	Internally Restricted Net Assets	Invested in Capital Assets	<b>2022</b>	2021
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 454,305	\$ 28,474	\$ 52,783	<b>\$ 535,562</b>	\$ 454,624
Excess (deficiency) of revenue over expenditures	102,552	-	(17,714)	<b>84,838</b>	80,938
Contributions during the year ( <i>Note 7</i> )	(2,452)	2,452	-	-	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 554,405</b>	<b>\$ 30,926</b>	<b>\$ 35,069</b>	<b>\$ 620,400</b>	<b>\$ 535,562</b>

**DOWNTOWN HALIFAX BUSINESS COMMISSION**

**Statement of Cash Flows**

**Year Ended March 31, 2022**

	2022	2021
<b>OPERATING ACTIVITIES</b>		
Excess of revenues over expenditures	\$ 84,838	\$ 80,938
Items not affecting cash:		
Amortization	19,697	20,937
Amortization of deferred contributions to capital assets ( <i>Note 5</i> )	<u>(1,983)</u>	<u>(3,683)</u>
	<b>102,552</b>	<b>98,192</b>
Changes in non-cash working capital:		
Accounts receivable	6,158	(49,419)
Harmonized sales tax receivable	13,635	(14,767)
Accounts payable and accrued liabilities	(117,576)	176,589
Deferred revenue	(1,606)	572,979
Prepaid expenses	<u>(12,847)</u>	<u>(8,551)</u>
	<b>(112,236)</b>	<b>676,831</b>
Cash flow from (used by) operating activities	<u>(9,684)</u>	<u>775,023</u>
<b>INVESTING ACTIVITY</b>		
Purchase of capital assets	<u>-</u>	<u>(60,732)</u>
<b>INCREASE (DECREASE) IN CASH FLOW</b>	<b>(9,684)</b>	<b>714,291</b>
Cash - beginning of year	<u>1,146,172</u>	<u>431,881</u>
<b>CASH - END OF YEAR</b>	<b>\$ 1,136,488</b>	<b>\$ 1,146,172</b>
<b>CASH CONSISTS OF:</b>		
Cash	\$ 786,488	\$ 540,114
Term deposits	<u>350,000</u>	<u>606,058</u>
	<b>\$ 1,136,488</b>	<b>\$ 1,146,172</b>

# DOWNTOWN HALIFAX BUSINESS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2022

---

### 1. NATURE OF ORGANIZATION

Downtown Halifax Business Commission (the "Commission") is incorporated under the Business Corporations Act of Nova Scotia, and is a non-profit under the Income Tax Act. The Commission is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The mandate of the Commission is to promote downtown Halifax as a vibrant centre of activity by focusing on the prosperity and well-being of downtown Halifax for the benefit of its members.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

#### Cash and cash equivalents

Cash and cash equivalents consist primarily of amounts held with Canadian financial institutions, net of outstanding transactions.

#### Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives on a straight-line basis at the following rates:

Equipment	3-5 years
Computer equipment	3 years
Other machinery and equipment	5 years
Leasehold improvements	term of the lease

Amortization is calculated at one-half of the normal annual rate in the year of acquisition; no amortization is recorded in the year of disposal.

#### Impairment of long-lived assets

The Commission tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

#### Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued, except for related party transactions, which are recorded at the exchange amount. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

(continues)

# DOWNTOWN HALIFAX BUSINESS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2022

---

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Contributed services

Volunteers contribute a significant amount of their time each year. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

#### Revenue recognition

Downtown Halifax Business Commission follows the deferral method of accounting for contributions.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted contributions are recognized when the expenditures for which the contributions were received are incurred and when the collection of the contributions is reasonably assured.

Investment income is recognized as revenue as the interest is earned on the investment.

#### Government grants

Government grants are recorded when there is a reasonable assurance that the Commission had complied with and will continue to comply with, all the necessary conditions to obtain the grants. Government assistance related to capital assets is netted against cost and amortized to earnings on the same basis as the related asset.

#### Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. The most significant estimates in these financial statements include the allowance for doubtful accounts, the estimated useful life of capital assets and accrued liabilities.

### 3. FINANCIAL INSTRUMENTS

The Commission is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The Commission's financial instruments consist of cash, term deposits, accounts receivable, and accounts payable and accrued liabilities. The following analysis provides information about the Commission's risk exposure and concentration as of March 31, 2022.

#### Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Commission is exposed to credit risk from members. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Commission has a significant number of members which minimizes concentration of credit risk.

*(continues)*

# DOWNTOWN HALIFAX BUSINESS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2022

### 3. FINANCIAL INSTRUMENTS *(continued)*

#### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Commission is exposed to this risk mainly in respect of its receipt of funds from its members and other related sources and accounts payable and accrued liabilities.

#### Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Commission is mainly exposed to interest rate risk.

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Commission manages exposure through its normal operating and financing activities. The Commission is exposed to interest rate risk primarily through its investment in term deposits.

### 4. TERM DEPOSITS

The term deposits consist of a Royal Bank of Canada guaranteed investment certificate with an interest rate of 0.85% and a maturity date of March 24, 2023.

### 5. CAPITAL ASSETS

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Equipment	\$ 133,491	\$ 114,881	\$ 18,610	\$ 31,016
Computer equipment	21,914	21,914	-	-
Other machinery and equipment	128,212	111,753	16,459	21,767
Leasehold improvements	125,000	125,000	-	-
	<u>\$ 408,617</u>	<u>\$ 373,548</u>	<u>\$ 35,069</u>	<u>\$ 52,783</u>

Included in administration revenue is amortization of deferred contributions related to capital assets of \$1,983 (2021 - \$3,683). Grants related to capital assets are netted with equipment in the year the equipment is purchased and amortized into revenue on the same basis as the related asset.

# DOWNTOWN HALIFAX BUSINESS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2022

---

### 6. DEFERRED REVENUE

Navigator program

The Downtown Halifax Business Commission has partnered with the Halifax Regional Municipality (HRM) as well as one other business association to provide the Navigator program to assist precariously housed homeless and/or street involved individuals in the downtown cores of the HRM. As at March 31, 2022, there is \$15,263 of funds received from the Affordable Housing Association of Nova Scotia designated for the point in time homelessness survey, and \$13,594 of unspent funds received during the year to be used for the Navigator program in future years (2021 - \$44,621).

The first installment of the membership levy for the 2023 year end was received in advance from HRM, resulting in additional deferred revenue of \$497,269 (2021 - \$528,358).

The remaining \$45,247 of deferred revenue is related to funding received from the Nova Scotia Business & Labour Economic Coalition designated for a project that was not complete at year end.

### 7. INTERNALLY RESTRICTED NET ASSETS

Internally restricted net assets represent funds that have been set aside by the Board of Directors for capital repairs including maintenance on capital assets including but not limited to pedestrian counters and poster kiosks. The Board approved a transfer of \$2,452 for use in future repairs. As at year end, \$30,926 of internally restricted funds are for future capital and repair expenditures.

During the year, the Commission allocated \$21,000 of unrestricted income to be used towards the Navigator program for 2022. The Commission's portion of Navigator expenditures for the year was \$21,000. There is no remaining internally restricted balance related to the Navigator program.

### 8. GOVERNMENT ASSISTANCE

During the year, the Commission received the Canada Emergency Business Account loan. The \$20,000 forgivable portion is included in Administration revenue. The loan portion was repaid during the year.

### 9. LEASE COMMITMENTS

The aggregate annual payments under various property and equipment leases, net of recoverable harmonized sales tax, are as follows:

Contractual obligation repayment schedule:

2023	\$	74,179
2024		1,873
		<hr/>
	\$	<u>76,052</u>

# DOWNTOWN HALIFAX BUSINESS COMMISSION

## Notes to Financial Statements

Year Ended March 31, 2022

---

### 10. COVID-19

Beginning in March 2020 the Governments of Canada and Nova Scotia, as well as foreign governments instituted emergency measures as a result of the COVID-19 virus. The virus has had a major impact on Canadian and international securities and currency markets and consumer activity which may impact the Commission's financial position, its results of operations and its cash flows significantly. As these are on-going events, these financial statements do not reflect any potential future impact. It is not possible to reliably estimate the length and severity of these developments and the impact on the financial results and condition of the Commission as at the report date.

**DOWNTOWN HALIFAX BUSINESS COMMISSION**

**Schedule of Expenditures**

**(Schedule 1)**

**Year Ended March 31, 2022**

	Budget 2022	Total 2022	Total 2021
<b>Advocacy</b>			
Halifax Regional Municipality advocacy	\$ 50,994	\$ 41,392	\$ 40,928
National urban strategy	10,000	-	23,000
Navigator street outreach	145,418	193,862	139,753
Provincial advocacy	27,203	47,573	35,994
	<u>233,615</u>	<u>282,827</u>	<u>239,675</u>
<b>Placemaking</b>			
Cleanliness	118,876	107,721	75,633
Placemaking	320,913	362,227	136,374
Planning	-	-	-
	<u>439,789</u>	<u>469,948</u>	<u>212,007</u>
<b>Communications and marketing</b>			
DHBC events	19,610	14,133	13,487
Event sponsorships	59,000	49,361	47,081
Partnerships	43,000	38,719	5,065
Programming and branding/campaigns	259,253	222,432	410,545
Website	4,000	557	3,746
	<u>384,863</u>	<u>325,202</u>	<u>479,924</u>
<b>Membership engagement</b>			
Member communications	12,300	11,551	16,022
Member meetings	72,570	20,730	38,613
	<u>84,870</u>	<u>32,281</u>	<u>54,635</u>
<b>Administration</b>			
Amortization	19,697	19,697	20,937
Office operations	166,948	200,644	138,423
Professional development/relationships	28,455	18,220	14,328
Wages and benefits	468,837	397,263	432,779
	<u>683,937</u>	<u>635,824</u>	<u>606,467</u>
	\$ 1,827,074	\$ 1,746,082	\$ 1,592,708

**DOWNTOWN HALIFAX BUSINESS COMMISSION**  
**Funds Received from Halifax Regional Municipality** *(Schedule 2)*  
**Year Ended March 31, 2022**

	2022	2021
<b>Membership Levy</b>		
Tax levy (net tax)	\$ 1,196,757	\$ 1,209,775
Federal/provincial levy (net tax)	124,138	105,660
Membership levy holdback	<u>(13,187)</u>	<u>(3,244)</u>
<b>Membership Levy total</b>	<b><u>\$ 1,307,708</u></b>	<b><u>\$ 1,312,191</u></b>
<b>Business Improvement District Contribution Fund</b>		
Advocacy Revenue		
Public Events Hosting Program	\$ 1,500	\$ 10,000
Placemaking Revenue		
Holiday Lighting Programs	15,621	16,883
Placemaking Initiatives	<u>46,587</u>	<u>26,743</u>
<b>Business Improvement District Contribution Fund total</b>	<b><u>\$ 63,708</u></b>	<b><u>\$ 53,626</u></b>
<b>Business Improvement District Enhanced Maintenance Fund</b>		
Placemaking Revenue - Enhanced Maintenance Project	<u>\$ 23,000</u>	<u>\$ 23,000</u>
<b>Advocacy Revenue</b>		
Navigator Program Grant Agreement	\$ 70,000	\$ 45,000
Halifax Community Funding	64,795	24,582
Federation of Canadian Municipalities Grant	<u>-</u>	<u>10,000</u>
<b>Advocacy Revenue total</b>	<b><u>\$ 134,795</u></b>	<b><u>\$ 79,582</u></b>

**DOWNTOWN HALIFAX BUSINESS COMMISSION  
NOMINATING COMMITTEE REPORT  
June 23, 2022**

**Board Members nominated for a second two-year term:**

Matthew Martel, Black Business Initiative  
Sanjeev Pushkarna, Nova Scotia Power  
Jeff Ransome, Halifax Marriott Harbourfront

**Prospective new Board Members, who have allowed their names to stand for election for a two-year term:**

Kristan Hines, NATIONAL Public Relations  
Joyce Liu, Lumi Studios

**Information about prospective Board Members:**

**Kristan Hines**

Kristan is passionate about helping people achieve their goals –and this is evident in all that she does. For close to 20 years, she has tackled some of Atlantic Canada’s most compelling challenges and provided counsel to Canada’s most senior leaders in government and industry. From her work on Parliament Hill and the Office of the Premier of Nova Scotia, to her relationships with clients across our region, Kristan is respected for her calm approach, trusted counsel, and ability to make connections and get things done. At NATIONAL, Kristan brings together experts in government relations and advocacy, media relations, public engagement, issues and crisis management, and strategic communications from across the region and the NATIONAL network to tackle issues and help clients achieve their goals. Kristan proudly serves on the Executive Committee of Phoenix Youth and the Executive Committee of the Dalhousie University Board of Governors. She also contributes her time to non-profit sector capacity building initiatives.

**Joyce Liu**

Joyce is an urban enthusiast with interests in visual storytelling, community planning and immigration issues. Joyce grew up in Shenyang, China, and moved to Halifax in 2012. After graduating from the Urban Planning program from Dalhousie University, she founded Lumi Studios. Through the lenses of her camera, Joyce spent the last five years creating contents that tell the story of people in Halifax and events that engage people, arts and culture.

*Submitted by the Downtown Halifax Business Commission Nomination Committee Chair, Erin Esiyok-Prime.*